

Task List

DIETARY SERVICES

Student _____ Department _____

The student will read and study the departmental policy and procedure manuals for the DIETARY SERVICES.

The student will either observe or aid in the performance of the following activities.

Activities	Observed	Aided	Date
1. Using color codes to determine food to be placed on each tray			
2. Measuring food servings			
3. Checking patient trays for accuracy and completeness			
4. Preparation of individual servings of soup, salads, desserts, or sandwiches			
5. Delivering food trays to patient floors			
6. Helping patients select menu			
7. Preparing food			
8. Preparing special diets			
9. Educating patients about special diets			
10.Preparing and serving nourishment's			
11.Preparing infant formulas			
12.Testing recipes and new food products			
13.Identifying safety measures for food preparation to avoid cuts, burns, and electrical shock			
14.Using computer to receive dietary order changes and additions			
15.Using the computer to maintain inventory records			
16.Maintaining equipment and housekeeping duties			
17.Assist with planning and setup of special functions			

18.Other			
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Facility Supervisor Signature_____

Student Signature_____